MINUTES OF THE PARISH COUNCIL MEETING HELD

**BY VIDEO CONFERENCE 7PM 2 NOVEMBER 2020**

**PRESENT: Chairman** J. Metcalfe Cllr. J. Emsley

Cllr. C. Lis OBE Cllr. J. L. Brown

Cllr. S. Brash Cllr. M. Howson Cllr. A. Weller Cllr. J. Mckenzie

Cllr D. McGonnigal

**In attendance:** Alison Hack, Parish Clerk, three members of the public

**This meeting was recorded under file PCTapesNov20**

1. **Apologies for Absence - Cllr. G. Gaunt**
2. **To Note any Declarations of Interest** and to record, consider and grant members’ requests for Disclosable Pecuniary Interest dispensations (Section 31 Localism Act 2011) in connection with items on this Agenda.

Cllr. Lis declared an interest in matters relating to staffing issues at the Community Centre (item 7f), Cllr. J. Metcalfe declared an interest in any matter relating to the Ingleton Scenery Company.

Cllr. Howson declared an interest in item 7 e) (Street Lighting).

1. **To confirm the Minutes of the Parish Council Meeting held on 5 October 2020.**  Cllr. Brash proposed, Cllr. Emsley seconded and it was agreed to accept these Minutes as a true record.
2. **Police Report** – Police report had been previously circulated prior to the meeting. Cllr. McGonnigal suggested it would be interesting if they joined us one week to see if there has been an increase in incidents over recent months. Cllr. Mckenzie commented on Craven Watch members he had seen circulating in the area to keep an eye on local security.
3. **ADJOURNMENT for questions/items for attention raised by members of the public** Two members of the public attending referenced the question of lower High Street being cordoning off for additional eating areas. Although an email and one letter had been received by the Parish Counccil objecting to this, the meeting felt that this issue does not really lie within the Parish Council’s remit. The business owners involved had paid for licences from NYCC to create additional space for their customers under a central government scheme designed to help recovery of small businesses, which the Parish Council supported. Those objecting to the reduction of parking spaces should take it up with NYCC Highways. The business owner stated that due to the imminent lockdown the restricted parking area had shrunk, and although his business would be closed until 2 December after that the space would be very much needed. He did not feel that parking at this time of year is that much of an issue.

The Vicar spoke about Remembrance Sunday and the planned ceremony. The guidelines have been changing rapidly, but Revd. Trenholme confirmed that at present it was possible have a service outside, but not inside the Church. Fortunately he had been organizing on that basis previously. He spoke to the members about his arrangements which will involve a live streaming of the London service and will be socially distanced with masks. The Chairman confirmed that the Parish Council would like to lay a wreath at the ceremony. The Chairman will talk to Cllr. Glenis about obtaining the wreath which had been purchased. The vicar also stressed that numbers would be kept quite low. There will also be a pre-recorded remembrance service for anyone interested in participating.

**6. PLANNING – None**

**7. Parish Council Maintenance Matters**

**a) Park/Toilets** – M. Howson will meet with the Clerk to discuss security measures for the ladies’ public toilets in the Community Centre car park.

**b) The Brow** – The Clerk confirmed that the works of ivy and branch trimming has been instructed and Horton Landscapes Ltd. will be carrying it out over the winter.

**c) Highways –** Cllr McGonnigal reported a blocked drain on the Main Street entrance to the Community Centre car park which the Clerk will report. Cllr. Weller commented that a lot of work clearing gullies higher up, which has improved situation in Ingleborough Park Drive. Cllr. C. Lis commented that they have also cleared drains down Back Gate. However Cllr. Lis also reported that opposite the Clapham Old Road junction with Hawes road there is often standing water after heavy rain. Cllr. A. Weller will photograph and send out to Clerk when he next sees it.

**d) Pump Track** – The Clerk had been contacted by a nearby business owner who had complained at the level of litter round the bins at the Pump Track was attracting vermin. The Clerk asked J. Morphet to rectify the situation. The meeting instructed the Clerk to install social distancing signs on the following Wednesday, weather permitting. The Clerk had already distributed the smaller ones to most businesses in the village.

**e) Street Lighting** – A quotation from ENWL was being awaited for the street light outside Curlew Crafts. Cllr. Lis confirmed a light intermittently faulty on Bank Top, which the Clerk will report. Cllr. Howson also reported overhanging branches from trees on Laundry Lane were obscuring the street light there, which the Clerk will also report.

**f) Community Centre** – The Chairman apologised for not attending the JMC held the week before. Cllr. Lis reported on the meeting and the connotations of the recent Covid 19 guidelines were discussed. The Clerk confirmed she was awaiting the final decision from NYCC Library Services on whether the library could remain open, if not, previous arrangements for remote borrowing by library users would be reintroduced. Cllr. Emsley also confirmed that arrangements were being put in place in case it was necessary to do deliveries again for those shielding. Cllr. Emsley reported that the Joint Management Committee had agreed that they would recommend to the Parish Council that no wage rise be considered this year for the Community Centre staff.

**g) Cold Cotes/Chapel le Dale** – No issues raised.

**h) The Square – to confirm provision of Xmas Tree.** The Clerk suggested that the same firm as last year was requested to provide the tree as they had done a very good job. Cllr**.** Emsley proposed and Cllr. Weller seconded and it was agreed by the meeting to the provision of a festive tree in the Square. Cllr Howson asked for early notice of its installation so the lighting can be done in a timely manner.

**8. To receive information and where applicable decide further action on the undernoted on-going issues**

**a) Riverside Project**  - The Clerk confirmed that D. Boswell was available on 9th or 11 November. Cllr. Lis suggested a public consultation as some had queried elements of the final design, although the Chairman pointed out that a full public consultation was done 5 years ago. It was agreed the final designs by Newground should be pasted on the front of the Community Centre windows. It was agreed that Cllrs. J. Emsley, Weller, Brown, Lis and Mckenzie should form the sub-committee for this project and will meet via Zoom early next week to evaluate the final design. A meeting with D. Boswell will be postponed until a later date.

**b) B4RN to receive report** – Cllr. McGonnigal confirmed Jack and his team have done everything on Main Street now working by the Bowling Green. More volunteers needed.

**e) Allotments** – The Clerk and Cllr. Emsley had met the Secretary of the Allotments Association and agreed the trimming back of the hedge to make parking areas viable. Questions were raised by the Secretary about the trees growing against the far wall and the Clerk has requested information on the land ownership from United Utilities. She had received a response and was arranging a site meeting with a representative from United Utilities.

**9. Reports from and questions to District, County and Parish Councillors -**  Cllr. Lis reported on consultation of the budget for Craven District Council. With current restrictions they are doing the consultation online, at the Craven District Council website. or email to [budget@cravendc.gov.uk](mailto:budget@cravendc.gov.uk). The District Councillor also gave an update on the service provision during lockdown –and confirmed the waste collection will continue throughout. Bereavement services have been reduced down to 14 attendees at funerals. Cllr. McGonnigal asked the District Councillor about the lorry park and what kind of income has been produced this year. Cllr. Lis confirmed he will obtain this information and let Cllr. McGonnigal know. Cllr. Brown asked if there was any further progress on the development on the old tip near the New Village, the Cllr. Lis confirmed that nothing was likely to happen for some time.

Cllr. Brash asked about a particular development in Ingleton, Cllr. Lis told the meeting about the situation as far as he knew. Cllr. Emsley commented on a sign at the top of Bell Horse gate ‘More cafes and shops’ now changed to the name of one café. Cllr. Emsley had received queries as to why only one café was stated. Cllr. Lis confirmed that there is generally a requirement for planning permission for street signs. Cllr. Howson suggested that a sign be installed ‘more businesses this way’. The Chairman states this was not really Parish Council business, to which A. Weller agreed but he thought it would be a good idea for the Business Group to consider this issue.

**10. CORRESPONDENCE –** to action where appropriate-

**Emails**

9/9 Resident on Storrs Common re dead trees near path

8/10 Highways notification of Road Works on A590 Ulverston Town Hall

8/10 NYCC Skipton & Ripon Area Constituency Meeting 14/10/20

13/10 YDMT Vote against Plastic Pollution in Woods campaign

13/10 YLCA White Rose Update

15/10 Local Business Retailer on Permanent Planters on High Street

19/10 Craven District Council Planning Policy Consultation

20/10 Debby Boswell, Newground with revised design **layout**

19/20 YLCA Planning Training Webinar 22/10/20

19/10 YLCA Covid 19 and Remembrance Sunday Events Guidelines

22/10 Clerk on Phone Call re Remembrance Sunday

26/10 YLCA Councillors Forum Session 27/10

27/10 Resident on Chapel Lane requesting street name sign Private Road

28/10 Cllr. C. Les, NYCC letter on unitary authority

29/10 A. Laycock Craven District Council on Riverside grant

28/10 K. Ham, Secretary to Allotments requesting meeting on works and trees

30/10 NYCC Police Monthly Report

30/10 YLCA Online Training

**Dropbox**

Letter from Local Resident protesting High Street Parking

Resolutions Register

**1) Storrs Commons re dead and unsafe trees near path** – the Chairman suggested the Clerk should suggest the resident contact the Parks Authority or the Commoners Association, and will pass contact details to the Clerk.

**2) High Street Extended Dining Area for Nearby** Business – The Clerk will reply to both residents objecting to this scheme and suggest they take the matter up with NYCC Highways who granted the licence.

**3) Chapel Lane Street Name** – As this is an unadopted road it is up to the local residents of this street to install a street name.

**11. Reports**

**a. Chairman** – The Chairman proposed and Cllr Emsley seconded and it was agreed to donate £80 to

the Remembrance service ceremony that was planned next weekend.

**b. Clerk** – The Clerk confirmed that the half year VAT reclaim form had been submitted.

**c. Footpaths** – No report

**d. Swimming Pool Management Committee** – Cllr. Howson suggested that the committee should open the swimming pool up for cold water swimming as there were several residents interested in doing this. Mack commented that he believed it would be necessary to have lifeguards.

**e. Quarry Liaison Committee** – no meeting. Cllr. Emsley asked about the Selside lorries going through, Cllr. Lis will check on the current situation and report back.

### 12. FINANCE –

**i) To authorise signing of orders of payment and online payments** - It was proposed by Cllr Emsley, seconded by Cllr. Howson and agreed to make the following payments:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| 75 | ab | dd | A. Hack | Tel&Broadband | 49.04 |  |
| 76 | aa | dd | A. Hack | Salary | 713.54 |  |
| 77 | sun | dd? | A. Hack | Remembrance Wreath | 25.00 |  |
| 78 | pro | dd | Haworths | Payroll Service charge | 504.00 | 84.00 |
| 79 | sls | dd | Eon | Street Light Supply | 336.02 | 56.00 |
| 80 | brep | dd | Howsons | Repairs to CC Public WCs | 102.00 | 17.00 |
| 81 | sun | dd | A. Hack | Zoom payment | 14.39 |  |
| 82 | S137 | dd | Eon | Floodlighting St. Marys | 16.07 | 0.52 |
| 83 | vs | dd? | R. Capstick | Warning signs for dog owners | 106.20 |  |
| 84 | tcl | dd | MHG Bdg Cons | Cleaning Public WCs | 1111.66 |  |

Community Centre

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 102 | dd | YPO | Stationery | 18.6 | 3.1 |
| 103 | dd | YPO | Clng&Statnry | 75.37 | 12.56 |
| 104 | dd | CDC | Dog Bags | 129.02 | 21.5 |
| 105 | dd | Waterplus | Sewage chgs | 646.59 |  |
| 106 | dd | A. Hack | PC for Manager | 714.99 | 119.17 |
| 107 | dd | Npower Aug | Elec Supply | 157.79 | 7.51 |
| 108 | dd | Npower Sept | Elec Supply | 177.26 | 29.54 |
| 109 | dd | Corona Sept | Gas Supply | 380.08 | 63.35 |
| 110 | dd | M.Rogerson | Windows | 40 |  |

Staff wages amount to £2465.39

**13.** Any other matters which the Chair decides are urgent in accordance with Section 100B (4) of the Local Government Act 1972

The next Parish Council Meeting will be held on Monday 7 December 2020 at 7pm, via Zoom.